

Wisconsin Indianhead Technical College  
Board Proceedings  
April 25, 2016

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, April 25, 2016, at 8:30 a.m., at the WITC-New Richmond Campus, located at 1019 S. Knowles Ave., New Richmond, WI 54017.

**CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM**

Vice Chairperson, Troy Lambert, called the meeting to order at 8:32 a.m. with the following Board members present: James Beistle, Lorraine C. Laberee, Troy Lambert, Dave Minor, Agnes Ring, and Josh Robinson (arrived at 8:38 a.m.). Eileen Yeakley joined the meeting via Skype technology. Chris Fitzgerald and Brett Gerber provided notice that they would not be in attendance at this meeting.

The following WITC employees in attendance during the meeting were: Becka Cusick, Steve Decker, Cher Vink, and John Will. Kim Olson joined the meeting via Skype technology.

The WITC employees in attendance during a portion of the meeting were: Jennifer Kunselman (Shell Lake), Susan Yohnk Lockwood (New Richmond), and Jeanne Germain (New Richmond).

Legislators in attendance during a portion of the meeting were: Senator Sheila Harsdorf, Representative Adam Jarchow, Representative John Murtha, and District Director for the Office of Congressman Sean Duffy, Jesse Garza. Representative Knudson was invited to the meeting but was unable to attend.

**OPEN MEETING**

Becka Cusick, Quality Improvement Coordinator, read the following open-meeting statement: "The April 25, 2016, meeting of the Wisconsin Indianhead Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on April 22, 2016, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

**APPROVAL OF AGENDA**

Vice Chairperson Lambert reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. Lorraine Laberee moved, seconded by Dave Minor, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

Dave Minor moved, seconded by James Beistle, to authorize and approve Lorraine Laberee as interim Board Secretary to sign College documents at this meeting in the absence of Board Secretary Brett Gerber. Upon a unanimous vote of all members present, motion carried.

**AUDIENCE RECOGNITION ANNOUNCEMENT**

Time was reserved for Vice Chair Lambert to recognize people in the audience if needed. The Audience Recognition Board policy (II.M.) was included in the Board book as a reference.

**CAMPUS WELCOME**

Time was reserved for Steve Decker, Vice President, Business and Technology Services/Chief Financial Officer and Interim New Richmond Campus Administrator, to welcome the Board. Key updates included information on the expected completion date of the Stillwater bridge project in early 2017. Mr. Decker noted that WITC has several partnerships in the New Richmond area including business and industry and K-12 schools. WITC has started a welding academy with seven K-12 schools that has yielded 27 applicants for 18 positions. Information was also shared on the New Richmond Campus remodeling and addition project that recently started and will be going on over the summer. This facility project includes the conference center, learning resource center, and student center areas. The Ground Breaking Ceremony planned for 12:30 p.m. today was later rescheduled to May 3, 2016, due to the inclement weather.

Mr. Decker introduced Jeanne Germain, Director, Career Prep & K12 Relations. President Will noted that this position will be supporting the College's partnerships with the K-12 schools in the district. President Will introduced Susan Yohnk Lockwood as the new Vice President, Institutional Effectiveness and New Richmond Campus Administrator effective July 1, 2016.

### **EXECUTIVE SESSION**

Vice Chairperson, Troy Lambert, requested a motion for the Board to convene into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f) and §118.22 for the purpose of considering the Final Notice of Non-Renewal of Personnel for 2016-2017 Certification, Bargaining Environment and Strategies, and the President's Annual Performance Evaluation Items.

James Beistle moved, seconded by Lorraine Laberee, to convene into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f) and §118.22 for the purposes noted in the preceding paragraph. Vice Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

Vice Chairperson, Troy Lambert, called the executive session to order at 8:50 a.m. with the following Board members present: James Beistle, Lorraine C. Laberee, Troy Lambert, Dave Minor, Agnes Ring, and Josh Robinson. Note: Eileen Yeakley was connected via Skype technology. Chris Fitzgerald and Brett Gerber provided notice that they would not be in attendance at this meeting.

The following WITC employees in attendance during executive session were: Becka Cusick, Steve Decker, Cher Vink, and John Will. Kim Olson was connected via Skype technology.

#### **Approval of the February 22, 2016, Executive Meeting Minutes**

Lori Laberee moved, seconded by Agnes Ring, to approve the February executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

*President Will and Mr. Decker excused themselves at 9:25 a.m. and President Will rejoined the meeting at 9:45 a.m.*

Dave Minor moved, seconded by James Beistle, to adjourn the Executive Session and reconvene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes; motion carried (7-0) and the executive session adjourned at 9:48 a.m.

### **OPEN SESSION RECONVENED**

*Mr. Decker returned to the meeting at 9:48 a.m. The Vice Chair recessed the meeting at 9:48 a.m. and reconvened the meeting at 9:58 a.m.*

### **MEETING MINUTES**

#### **1. Approval of the March 21, 2016, Regular Meeting Minutes**

Lorraine Laberee moved, seconded by Agnes Ring, to approve the March 21, 2016 regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

#### **2. Acceptance of the March 21, 2016, Board Subcommittee on the President's Evaluation Process Meeting Minutes**

Lorraine Laberee moved, seconded by James Beistle, to approve the March 21, 2016, Board Subcommittee on the President's Evaluation Process meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

### **CONSENT AGENDA**

Agnes Ring moved, seconded by James Beistle, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

#### **1. Personnel:**

- A. **New Hire:** RuthAnn Allsopp, Associate Degree Nursing Instructor, Faculty; annual salary \$65,507, New Richmond; effective July 1, 2016.

- B. **New Hire:** Andrew Bangsberg, IT-Web and Software Developer Instructor, Faculty; annual salary \$59,350, New Richmond; effective July 1, 2016.
- C. **New Hire:** Charles Christensen, Automated Packaging Systems Technician Instructor, Faculty; annual salary \$51,315, New Richmond; effective July 1, 2016.
- D. **New Hire:** Ryan Paruch, Health Science Instructor, Faculty; annual salary \$64,689, New Richmond; effective July 1, 2016.
- E. **New Hire:** Lisa Shields, Associate Degree Nursing Instructor, Faculty; annual salary \$62,307, New Richmond; effective July 1, 2016.
- F. **New Hire:** Kim Terry, Financial Aid Advisor, Support and Technical Personnel; salary \$18.83/hour, Ashland; effective April 18, 2016. *Note: Ms. Terry is currently the Bookstore Technician at the Ashland Campus.*
- G. **New Hire:** Susan Yohnk Lockwood, Vice President, Institutional Effectiveness and Campus Administrator, Management; annual salary \$112,500, New Richmond; effective July 1, 2016. *Note: Ms. Yohnk Lockwood is currently the Divisional Dean, Public Safety at the New Richmond Campus.*
- H. **Resignation:** Danielle Danke, Learning Resource Center Technician, Superior; effective April 26, 2016. *Note: Ms. Danke is moving to an 884 hour/year position as a Learning Resource Center Technician at the Superior Campus.*
- I. **Resignation:** Kim Terry, Bookstore Technician, Ashland; effective April 17, 2016.
- J. **Resignation:** Susan Yohnk Lockwood, Divisional Dean, Public Safety, New Richmond; effective June 30, 2016.

*President Will noted that the three resignations were from staff who accepted different positions at the College.*

2. Contracts

The contract listing was approved (see attached list).

3. Financial/Cash Position Report

The College's Financial and Cash Position Report, as of March 31, 2016, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 216639 through 217373 and electronic transfer payments totaling \$4,800,271.59 were approved.

5. Bids/Purchases

- A. **3D Printer – New Richmond:** The Board approved the purchase of a 3D printer in the total amount of \$18,490 from 3D Platform of Roscoe, IL. The printer is for the Machine Tooling Technics Program at the New Richmond Campus.
- B. **Air Purifier – Ashland:** The Board approved the purchase of an air purifier in the total amount of \$899 from The Home Depot of Duluth, MN. The air purifier is for the General Studies Department at the Ashland Campus.
- C. **Audit Services – Collegewide:** The Board gave approval to award a five (5) year audit service agreement to Wipfli LLC of Eau Claire, WI, as summarized on the RFP evaluation document, in the total amount of \$160,455, under RFP # 16-1073 External Auditing Services.
- D. **Constituent Relationship Management System (CRM) – Collegewide:** The Board gave approval to award a five (5) year contract to GNC Consulting, Inc. of Frankfort, IL, as summarized on the RFP evaluation document, in the total amount of \$1,009,433 under RFP # 16-96100-CW-CRM. The RFP award includes an option to extend the initial contract for two (2) additional consecutive one (1) year terms. The CRM system is for Student Services, Student Affairs, Marketing, and Continuing Education Departments Collegewide.

- E. **Forcible Entry Equipment – New Richmond:** The Board approved the purchase of forcible entry equipment in the total amount of \$2,986 from Pomasl Fire Equipment, Inc. of Antigo, WI. The forcible entry equipment is for the Fire Training Program at the New Richmond Campus.
- F. **Lawn Care and Maintenance Services – Ashland:** The Board accepted the low bid received for a three (3) year lawn service and maintenance agreement for the Ashland Campus under RFP # 16-97800-CW-LAWNMAINT to Larson’s Lawn Service LLC of Ashland, WI, as summarized on the RFP evaluation tabulation. The RFP award includes an option to extend the initial contract term for two (2) additional consecutive two (2) year terms.
- G. **Lawn Care and Maintenance Services – New Richmond:** The Board accepted the low bid received for a three (3) year lawn service and maintenance agreement for the New Richmond Campus under RFP # 16-97800-CW-LAWNMAINT to Fitzgerald Lawn Care LLC of New Richmond, WI, as summarized on the RFP evaluation tabulation. The RFP award includes an option to extend the initial contract term for two (2) additional consecutive two (2) year terms.
- H. **Lawn Care and Maintenance Services – Superior:** The Board accepted the low bid received for a three (3) year lawn service and maintenance agreement for the Superior Campus under RFP # 16-97800-CW-LAWNMAINT to CORE Landscaping LLC of Superior, WI, as summarized on the RFP evaluation tabulation. The RFP award includes an option to extend the initial contract term for two (2) additional consecutive two (2) year terms.
- I. **Mobile Mechatronics Lab Equipment – New Richmond:** The Board approved the low bid received for the purchase of mobile mechatronics lab equipment in the total amount of \$159,516 from Lab Midwest LLC of Mequon, WI, under RFP# 16-45400-CW-LABTRAINERS. The vendor selected was the sole bidder for the RFP and met all bid specifications.
- J. **Pallet Lifts – Superior:** The Board approved the purchase of pallet lifts in the total amount of \$1,014 from Grainger of Duluth, MN, under the E&I Contract # CNR-01248. The lifts are for the Facilities Department at the Superior Campus.
- K. **Residential Construction & Cabinetmaking Program Sponsor House – Rice Lake:** The Board rejected all proposals received for the prequalification of project sponsors for the Residential Construction & Cabinetmaking Program Sponsor House under RFP# 16-41000-RL-RCCHOUSE. Administration recommended soliciting vendors annually to submit sponsor house preliminary plans and locations for review by an evaluation committee.
- L. **Residential Construction & Cabinetmaking Program Sponsor House – Rice Lake (FY17):** The Board accepted the low bid received from Residential Construction & Cabinetmaking Sponsor House Project to Palmquist Properties of Rice Lake, WI, under RFP 16-41000-RL-RCCHOUSE. Five (5) vendors were solicited to provide preliminary plans and locations for a project house for review by an evaluation committee.
- M. **Web Site Design Services – Collegewide:** The Board approved the low bid received to Knupp & Watson & Wallman, Inc. (KW2) of Madison, WI, as summarized on the RFP evaluation document, in the total amount of \$178,660 under RFP # 16-96100-CW-WEBDESIGN.

**OTHER ITEMS REQUIRING BOARD ACTION**

- 1. Announcements and/or Action from Executive Session  
The Board Vice Chair announced that the Board approved the Final Notice of Non-Renewal of Personnel for 2016-2017 Certification in executive session.
- 2. Approval of Resolution 16-16, Petition Wisconsin Technical College System (WTCS) Board Requesting Approval for Remodeling at the WITC-Rice Lake Campus  
Mr. Decker recommended approval of Resolution 16-16 (see attached), presented to the Board with intent to submit a Request for Approval to the WTCS Board for the WITC-Rice Lake Campus facility

project. The project includes a renovation to the existing CNC-machine tool, welding, and automotive maintenance lab areas. The project will include new finishes, lighting, replacement of dated HVAC units, and controls. WTCS Board approval is required per Wisconsin statutes. The WITC Board is authorized to act on bids after the WTCS Board acts on the Request for Approval. Mr. Decker presented details in a PowerPoint related to this project at the meeting.

Dave Minor moved, seconded by Agnes Ring, to approve Resolution 16-16, Petition Wisconsin Technical College System (WTCS) Board Requesting Approval for Remodeling at the WITC-Rice Lake Campus as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

3. Approval of Resolution 16-17, Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2016D of the Wisconsin Indianhead Technical College District, Wisconsin and Setting the Sale Thereof

Mr. Decker recommended approval of Resolution 16-17 (see attached) presented to the Board with the intent to borrow \$1,500,000 for District building remodeling projects. Bids will be presented to the Board at the May 16, 2016, meeting for their consideration. The *Recommendations for WITC District Shell Lake, Wisconsin \$1,500,000 General Obligation Promissory Notes, Series 2016D* was provided as additional supporting documentation. This authorization will be published within 10 days after the Board meeting.

Lorraine Laberee moved, seconded by Josh Robinson, to approve Resolution 16-17, Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2016D of the Wisconsin Indianhead Technical College District, Wisconsin and Setting the Sale Thereof as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

*Note: Vice Chair Lambert moved to Approval of Faculty and Manager Intent to Renew as the bids for Resolution 16-18 were not available until 10:30 a.m. At 12:15 p.m., Vice Chair Lambert returned to Resolution 16-18.*

4. Approval of Resolution 16-18, Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2016C

The online auction for the \$1,500,000 promissory notes began at 9:45 a.m. and bids closed at 10:00 a.m. on Monday, April 25, 2016. Mr. Decker presented Resolution 16-18 (see attached) and the results of the bid to the Board at the meeting. Based on the bid results that were submitted from two bidders, Mr. Decker announced that the lowest bid was from Bosc, Inc. at 1.470865% for a total purchase price of \$1,526,071.20 for the Board's approval. The borrowing will be used for furnishings and equipment and building remodeling at the District's campuses. An Official Statement was provided for the Board's information.

Dave Minor moved, seconded by Lorraine Laberee, to approve Resolution 16-18, Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2016C as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

5. Approval of Faculty and Manager Intent to Renew

Board approval was requested for the issuance of the 2016-2017 intent to employ letters to managers and faculty members. Faculty letters of intent are required according to Wisconsin Statute §118.22. The faculty list and the manager list were included for the Board's information.

Lorraine Laberee moved, seconded by Agnes Ring, to approve the Faculty and Manager Intent to Renew list as was presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

6. Approval of Revised Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees

The revised course fee amount of \$130.35 per credit for adult and continuing education for 2016-17, and an out-of-state tuition fee of \$195.53 per credit, reflecting a 1.5% increase have been approved by the Wisconsin Technical College System State Board. In addition, the minimum

vocational adult nonaidable course fee, which is set by WITC, will remain at \$170 per credit for 2016-17. Updated memorandum addendums to this policy (Motorcycle Rider Training Fees and Fees for Group Dynamics, Multiple Offender and Traffic Safety Programs) have been issued by Wisconsin Technical College System and were included for the Board's review. A copy of the revised administrative policy was also included for the Board's review.

Dave Minor moved, seconded by Lori Laberee, to approve the Revised Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees as was presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

7. Approval of Revised Administrative Policy J-242 – Student Fees

The State Board established a student fee rate for 2016-17. The program fee will increase to \$130.35 per credit, and an out-of-state tuition fee will increase to \$195.53 per credit. The National Criminal Background Check fee increased to \$52.00. The state changes have been incorporated into the policy. A copy of the revised administrative policy was included for the Board's review.

Lori Laberee moved, seconded by Agnes Ring, to approve the revised Administrative Policy J-242 – Student Fees as was presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

8. Approval of Revised Administrative Addendum D-450A ADD - Contracting Rates 2016-2017

Administration requested approval of the revised Administrative Addendum D-450A ADD of the contracting rates addendum for fiscal year 2017. Administration added the actual minimum the College will charge for contracts with business and industry. A copy of the revised administrative addendum was included for the Board's review.

Lori Laberee moved, seconded by Agnes Ring, to approve the revised Administrative Addendum D-450A ADD – Contracting Rates 2016-2017 as was presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

9. Approval of Board Subcommittee on the President's Evaluation Process Recommendations

The Board Subcommittee on the President's Evaluation Process recommendations were noted in the Board book paragraph and in the documents that were provided in the Board packet. Ms. Laberee requested amending item #5 under the "Format for Board's May Meeting" and item #1 under the "Format for Board's June Meeting" on page 2 of the "Process for the Evaluation of the President" documentation to replace "Vice President, Human Resources and Risk Management" with "Vice Board Chair", the person who will collect and disseminate the President's evaluation feedback and rankings. Approval to delete the President's 360 Survey Planning Timeline for 2016 and Approval of the Revised WITC Board Evaluation of the President Form were also included in the subcommittee's recommendations.

Lorraine Laberee, seconded by Josh Robinson, to approve the Board Subcommittee on the President's Evaluation Process recommendations with an amendment to the revised President's Evaluation Process as written above. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

## **INFORMATION REPORTS**

1. Annual College FTE and Enrollment Report

Jennifer Kunselman, Research and Data Coordinator, provided the Board with a College FTE and Enrollment Report, which detailed FTE and enrollments through March compared to last year at the same time. A PowerPoint presentation was provided for the Board's information. Ms. Kunselman answered questions from the Board.

Dave Minor moved, seconded by Lorraine Laberee, to accept the College FTE and Enrollment Report as it related to the interpretation of the ENDS statement for the President's annual evaluation. Upon a unanimous vote of all members present, motion carried.

Note: Vice Chair Lambert moved to Legislative Updates under Correspondence and Information to accommodate the scheduled time with the legislative panel. At 12:15 p.m., Vice Chair Lambert returned to Resolution 16-18 and then back to the College Employee Satisfaction Survey (CESS) Report.

2. College Employee Satisfaction Survey (CESS) Report

James Beistle moved, seconded by Lorraine Laberee, to table the College Employee Satisfaction Survey (CESS) Report to the May 16, 2016, Board meeting. Upon a unanimous vote of all members present, motion carried.

**CORRESPONDENCE AND INFORMATION**

1. Meeting Information Sharing

Time was reserved for Board members to report on any meetings they attended.

A. **Wisconsin Technical College District Boards Association Meeting Updates**

Time was reserved for those who attended the District Boards Association meeting on April 21-23, 2016 in Madison, WI, to give updates. Highlights included information on campus security options for students and staff and the Board's role. Materials were shared at the meeting. The next meeting will be July 14-16, 2016, in Wausau, WI. Ms. Laberee congratulated President Will as the next Chair of the Presidents' Association, effective July 1, 2016.

B. **AQIP Strategy Forum Update**

Time was reserved for President Will to give an update on the Strategy Forum on April 4-6, 2016, in Oak Brook, IL. Chair Fitzgerald was part of the eight member team. Ms. Laberee asked about the number of colleges on the AQIP accreditation pathway. President Will noted that there are less colleges overall on this pathway than in past years, but that WITC is very committed to the quality improvement spirit of the AQIP pathway.

C. **Annual Higher Learning Commission Conference Update**

Time was reserved for President Will to give an update on the annual Higher Learning Commission Conference President and Board session on April 16-17, 2016, in Chicago, IL. Chair Fitzgerald attended as a Board member.

2. Travel Sign Up

A. **Board Events Schedule**

Time was reserved for the Board to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was routed during the meeting for Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. Vice Chair Lambert requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson. Links to state and national Board meetings and events were included in the Board book.

3. Monitoring Schedule Review and Updates

A. **Monitoring Schedule**

Time was reserved to review and update the *Board Monitoring Schedule*.

Dave Minor moved, seconded by James Beistle to approve the Monitoring Schedule updates as recommended by administration and the Board subcommittee. Upon a unanimous vote of all members present, motion carried.

B. **Review Monitoring Schedule for Next Fiscal Year (FY17) for Approval in July**

Time was reserved for the Board to review the Monitoring Schedule for FY17 as it relates to recommendations for changes/additions. Minor updates were recommended by administration. The schedule will be brought to the May and June meetings for further discussion, and final approval will be requested at the Board's annual organizational meeting in July.

**C. Consider Nominations for 2016 ACCT Leadership Awards**

Time was reserved for the Board to consider nominations for the 2016 ACCT Leadership Awards.

The awards include:

- a. Trustee Leadership
- b. Equity
- c. Chief Executive Officer
- d. Faculty Member
- e. Professional Board Staff Member

Nominations must be received by June 13, 2016, utilizing the procedures outlined in the brochure from ACCT's Website. President's Cabinet is working on a faculty nomination and will bring a recommendation back to the May Board meeting.

**4. President's Updates:**

Time was reserved for President Will to provide an update on the following items:

**A. Student Updates and News**

This is a placeholder for student updates and College news items:

- 1) Remembering the Forgotten: WITC Class Welds Crosses for County Cemetery  
WITC's welding students in New Richmond replaced crosses in the St. Croix County Cemetery. Dan Wilkinson, welding instructor, frequently drove past the cemetery and noticed the crosses were rusting and in disrepair, and he thought replacing the crosses would be a good community project – and learning opportunity – for his students. An article from the *New Richmond News* was provided.
- 2) WITC named Military Friendly® School  
WITC has been designated a 2016 Military Friendly® School by Victory Media, the leader in successfully connecting the military and civilian worlds. The Military Friendly® Schools designation provides service members and their families with transparent, data-driven ratings about post-military education and career opportunities. A WITC news article was provided.
- 3) WITC Offers Flexible Course Delivery for Courses in Business Programs  
Students at WITC can now take courses that accommodate their schedule at a time and place most convenient for them. WITC Flex is available at all four campuses in Ashland, New Richmond, Rice Lake, Superior, and the two outreach centers in Hayward and Ladysmith. An *APG Media* article was provided.
- 4) New Grant Helps WITC Students with Emergencies  
Students at WITC can now benefit from a new student emergency fund. The Dash grant will help students overcome unplanned financial emergencies so they can stay in school to complete their degree. The Great Lakes Higher Education Guaranty Corporation, a non-profit organization devoted to supporting students to complete their post-secondary education, sponsors the grant. A *Business North* article was provided.
- 5) Jail Inmates Offered a Chance for College Credits; Fitzgerald: Education is the Key to Changing Lives  
Since November 2015, the Barron County Jail has offered college credit classes to inmates with the idea to give jail inmates the tools to reach a point where they don't return to jail. If inmates are found not to hold a high school diploma, he/she can work toward a GED with a separate program administered through WITC. A *Barron News Shield* article was provided.



**B. Fall Enrollment Report**

The fall enrollment report was reviewed by President Will.

**C. Job Fair Updates**

President Will shared information with the Board on recent job fairs held at three of the WITC Campuses. WITC-Ashland's job fair was hosted by WITC on Tuesday, April 5, 2016. There were 27 businesses and 28 job seekers at the Ashland event. WITC-New Richmond's job fair was hosted by WITC on Wednesday, April 6, 2016. There were 52 businesses and 126 job seekers at the New Richmond event. WITC-Rice Lake's job fair was hosted by the Office of Congressman Duffy on Thursday, April 14, 2016. Staff from Congressman Duffy's office were present for this event. There were 65 businesses and 200 attendees at the Rice Lake event.

**5. Legislative Updates:**

Time was reserved for legislative updates from the following:

- A. Senator Sheila Harsdorf
- B. Representative Adam Jarchow
- C. Representative John Murtha
- D. District Director for the Office of Congressman Sean Duffy, Jesse Garza

*Note: Representative Knudson was invited but was unable to attend.*

Key topics from Senator Sheila Harsdorf included information on partnerships and the bi-annual budget dollars specifically for technical college grants. Senator Harsdorf shared information on the Great Lakes pilot emergency grants that showed an increase from the 59% average student retention rate to a 73% retention. She noted that there is a shared 2-year community college and technical college \$450,000 budget for student emergency grants. Other key topics included remedial education and outcome based funding.

Key topics from Representative Adam Garchow included his strong support for technical education and a need for a strong skilled workforce for our district employers.

Key topics District Director for the Office of Congressman Sean Duffy, Jesse Garza, included information on the job fair at the Rice Lake Campus that was hosted by Sean Duffy's office, the shortage in health care and manufacturing industry workers, the Perkins funding level, and the Puerto Rico debt crisis. Mr. Garza shared that several veterans have noted concern in getting jobs due to the possibility of being called up. President Will shared that WITC was recently awarded as a Military Friendly® School by Victory Media. President Will also shared that the College has a TAACCT grant to fund ways to help serve veterans.

Representative John Murtha included his strong support for technical education. Board member James Beistle thanked Mr. Murtha for his support for technical education.

Questions from the Board and the College President included the topics of global markets, the need for reform in the current tax system, student debt, the need for broadband in the district's rural areas, and school to work programs. Dave Minor informed the legislators that high school students preparing for Superior Days in Madison were getting an unwelcoming message from the legislators they tried to contact that did not represent the student's specific district. He shared his concern for the students attempting to learn more about our state government and the current issues if legislators are not willing to speak to them. The legislators in attendance at the meeting stated they would share the message with their staff.

*Vice Chair Lambert recessed the meeting at 12:02 p.m. and reconvened the meeting at 12:15 p.m.*

6. 2016 Board Appointment Update

President Will announced that the following individuals were appointed by the County Board Chairs or their designees (Board Appointment Committee) at the Board Appointment Hearing/Committee meeting on April 7, 2016, for three-year terms effective July 1, 2016 – June 30, 2019, pending state Board approval on May 10, 2016:

- Brett Gerber, Employer member representing Region 3 (Rusk, Sawyer, and Washburn Counties)
- David Minor, Additional member representing the district

A second Board Appointment Hearing/Committee meeting has been scheduled for Wednesday, August 24, 2016, beginning at 2 p.m., at the WITC-Administrative Office in Shell Lake to appoint a female Employee member representing Region 5 (Barron County). If appointed, the new Board member's first WITC meeting would be on September 19, 2016. As noted at the March Board meeting, Ms. Yeakley agreed to serve until a new Board member is appointed.

7. 2016 ACCT Leadership Congress – Call for Presentations

ACCT has announced its call for presentations for the 47th Annual Leadership Congress, which is scheduled on October 5-8, 2016, in New Orleans, LA. The theme for this year's Congress is "Leading with Intent". A link to ACCT's Web site was provided for the Board's reference.

As discussed at the March meeting, time was reserved for President Will to inform the Board of his decision on presenting at the ACCT Leadership Congress. The Board agreed with President Will's recommendation not to present at the conference this year.

8. Capital Equipment Purchases

- Air Compressor – New Richmond:** A purchase was made of an air compressor in the total amount of \$21,040 from AST Compressors of Isanti, MN. The air compressor is for the Machine Tooling Technics Program at the New Richmond Campus.
- Confined Space Trainer – New Richmond:** A purchase was made of a confined space trainer in the total amount of \$2,028 from Jefferson Fire and Safety of Middleton, WI. The trainer is for the Fire Training Program at the New Richmond Campus.
- Hard Drive Upgrade Equipment – New Richmond:** A purchase was made of hard drive upgrade equipment in the total amount of \$1,950 from Grainger of Lake Forest, IL, under E&I Contract # CNR-01248. The equipment is for the Information Technology – Network Specialist Program at the New Richmond Campus.
- Scene Illumination Package – New Richmond:** A purchase was made of scene illumination package in the total amount of \$5,614 from Pomasl Fire Equipment of Antigo, WI. The scene illumination package is for the Fire Training Program at the New Richmond Campus.
- Storage Cabinets and Lockers – New Richmond:** A purchase was made of storage cabinets and lockers in the total amount of \$4,162 from AirGas of Roseville, MN, under Quote # Q16-44200-001. The storage cabinets and lockers are for the Welding Program at the New Richmond Campus.
- Surface Grinder – New Richmond:** A purchase was made of a surface grinder in the total amount of \$34,346 from Concept Machine Tool Sales of Minneapolis, MN. The grinder is a demo model and therefore doesn't require competitive procurement practices. The surface grinder is for the Machine Tooling Technics Program at the New Richmond Campus.

**ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS**

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm its plans for the meeting scheduled on Monday, May 16, 2016, beginning 8:30 a.m., at the WITC-Shell Lake Administrative Office. The Board meeting schedule was provided for the Board's information.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the meeting on Monday, May 16, 2016, were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed.

*Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Thursday, April 28, 2016. This request does not obligate the Chair to include these items on the agenda. The Chair will notify administration of agenda items before the Board book is prepared and copied.*

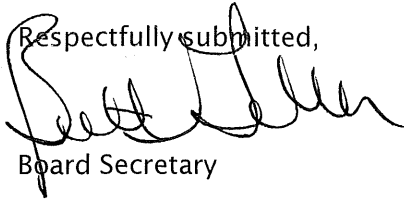
**MEETING EVALUATION**

PLUS +	DELTA ^
+ Great social Sunday night! + Great meeting - wealth of information provided + Great meeting/interaction with legislative group + Presentation was informative + Good job "acting" chair! + Legislators' participation was excellent	^ None

Vice Chair Lambert thanked Ms. Ring for hosting the Board dinner.

James Beistle moved, seconded by Dave Minor, to adjourn the meeting at 12:35 p.m.

Respectfully submitted,



Board Secretary

bc

*Note: A Board luncheon was provided during the meeting; however, no action was taken.*

3/30/2016  
1:46:10  
PM

Wisconsin Indianhead Technical College  
Contract Estimated Full Cost Report

Fiscal Year:  
2016

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

State Designated Indirect Cost Factors:  
On Campus = 43.3% Off Campus = 36.45%

Contract Number	Service Recipient	Location	On/Off	*----- ESTIMATED -----*				Difference +/-
				Contract Revenue	Est.Salary/ Fringe Cost	+ Indirect	= Full Cost	
337*	Spooner School District	Spooner High School	Off	8,378.00	6,812.00	2,483.00	9,294.00	(917.00)
	Provide Driver's Education - Behind-the-Wheel for up to 39 students of the Spooner School District							
507	Superior High School	Superior High School	Off	20,393.00	-	-	20,393.00	-
	Transcripted credit classes at Superior High School. 8 students registered in 3-credit 10307148 ECE: Foundations of ECE. 18 students registered in 1-credit 10103146 MS Word A and 1-credit 10103151 MS Excel A. 23 students registered in 3-credit 10114125 Personal Finance. 9 students registered in 2-credit 10106127 Desktop Publishing. 4 students registered in 1-credit 10103152 MS Excel B and 1-credit 10103162 MS Access A.							
508	Clayton High School	Clayton High School	Off	2,882.00	-	-	2,882.00	-
	Transcripted credit class at Clayton High School. 11 students registered in 2 credit 32801361 Applied Communications 1.							
509	St. Croix Falls School District	St. Croix Falls High School	Off	2,412.00	-	-	2,412.00	-
	Transcripted credit class at St. Croix Falls. 18 students registered in 1-credit 10103129 Intro to MS Office.							
510	St. Croix Central High School	St. Croix Central High School	Off	6,376.00	-	-	6,376.00	-
	Transcripted credit classes at St. Croix Central High School. 14 students registered in 1-credit 10103146 MS Word A and 2-credit 10106110 Document Formatting. 3 students registered in 1-credit 10103129 Intro to MS Office and 1-credit 10103151 MS Word A.							
511	Burkwood Treatment Center	Burkwood Treatment Center - Hudson	Off	1,531.00	811.00	177.00	988.00	543.00

				Provide the 3 classes of CBRF Fire Safety, CBRF Standard Precautions, and CBRF Red Cross 1st aid and choking class to employees.					
512	Monarch Paving	Eau Claire	Off	530.00	305.00	66.00	370.00	160.00	
	Communication and Conflict Resolution training for employees								
513	Schaffer Manufacturing	Schaffer Manufacturing, Milltown, WI	Off	1,082.00	538.00	142.00	679.00	404.00	
	MEASUREMENT AND BLUEPRINT READING Instruct 25 additional employees - 2 groups of 13 - basic measurement interpretation skills including tape measure reading, calipers, blue print reading. Additional training from FF grant								
514	CASDA	WITC Conference Room Superior	On	829.00	-	-	-	829.00	
	EXCHANGE OF SERVICES CONTRACT- Participants of the Child Abuse Awareness course will discuss "What Happens When I Report?"								
515	Ashland Industries, Inc.	Ashalnd Industries	Off	282.00	220.00	81.00	301.00	(19.00)	
	ASHI CPR/AED Adult								
516	WI DNR - Spooner	Wi DNR - Spooner	Off	702.00	433.00	121.00	554.00	148.00	
	Provide Heartsaver 1st aid/Adult & Child CPR & AED to employees								
517	Siren High School	Siren High School	Off	1,474.00	-	-	1,474.00	-	
	Transcribed credit class at Siren High School. 11 students in 1-credit 10103129 Intro to MS Office.								
518	St. Croix Central High School	St. Croix Central High School	Off	483.00	-	-	483.00	-	
	Transcribed credit class at St. Croix Central. 3 students registered in 1-credit 32420338 CAD Basics.								
519	LCO Headstart	LCO Headstart	Off	601.00	489.00	150.00	639.00	(38.00)	
	Provide Pediatric Medic First Aid class to employees								
520	Workforce Resource- Menomonie	River Falls	Off	388.00	316.00	97.00	413.00	(25.00)	
	FF Grant - Adult CPR instruction to attendees of Manufacturing Training Academy. Baldwin location only. Add on to FF grant								
521	Somerset High School	Somerset High School	Off	6,149.00	-	-	6,149.00	-	
	Transcribed credit classes at Somerset High School. 11 students registered in 3-credit 10307148. 7 students registered in 2-credit 10101177 Financial Accounting 1B.								

522	Rice Lake High School	Rice Lake High School	Off	6,310.00	-	-	6,310.00	-
	Transcripted credit courses at Rice Lake High School. 11 students registered in 2-credit 10106110 Document Formatting. 13 students registered in 2-credit 10101176 Financial Accounting 1A.							
523	Cumberland School District	Cumberland High School	Off	17,986.00	-	-	17,986.00	-
	Transcripted credit classes at Rice Lake High School. 23 students registered in 3-credit 10105100 and 3-credit 10114125 Personal Finance.							
524	Christian Community Homes	Christian Community Homes - Hudson	Off	644.00	349.00	71.00	420.00	224.00
	Provide CBRF Fire safety class to employees.							
525	Solon Springs School District	Solon Springs High School	Off	660.00	-	-	660.00	-
	Transcripted credit classes at Solon Springs High School. 1 student registered in 2-credit 10101176 Financial Accounting 1A, 1 student registered in 2-credit 10101177 Financial Accounting 1B, and 1-credit 10103162 MS Access A.							
526	Greenwood Middle/High School	Greenwood High School	Off	804.00	-	-	804.00	-
	Transcripted credit classes at Geenwood High School. 2 students registered in 1-credit 10103146 MS Word A, 10103147 MS Word B, and 10103106 MS PowerPoint.							
527	Hayward High School	Hayward High School	Off	18,453.00	-	-	18,453.00	-
	Transcripted credit classes at Hayward High School. 13 students registered in 1-credit 10103146 MS Word A, 10103147 MS Word B, and 10103148 MS Word C. 21 students registered in 3-credit 10103197 Adobe Dreamweaver and 2-credit 10106127 Desktop Publishing.							
528	Turtle Lake High School	Turtle Lake High School	Off	1,128.00	-	-	1,128.00	-
	Transcripted credit class at Turtle Lake High School. 3 students registered in 2-credit 32442307 Welding for Mechanics.							
529	Glenwood City School District	Glenwood City High School	Off	3,384.00	-	-	3,384.00	-
	Transcripted credit class at Glenwood City High School. 9 students registered in 2-credit 32442307 Welding for Mechanics.							
530	Washburn County Sheriff	Washburn County	Off	910.00	740.00	239.00	979.00	(69.00)
	TI Trainer Shoot Don't Shoot scenario. 16 people per day 2 days 8.5 hours per day.							
531	Clearwater Paper	Clearwater Paper	Off	5,700.00	2,608.00	847.00	3,455.00	2,246.00
	Two 24-hour Hazmat Technician for Industry Classes							

532	Greenfield Physical Therapy & Sports Medicine LLC	Greenfield Physical Therapy - Spooner, WI	Off	517.00	250.00	71.00	321.00	197.00
-----	---	--	-----	--------	--------	-------	--------	--------

Provide CPR for Healthcare recert class to employees



Board Secretary

4-25-16

Date

\*\*\* End Of Report \*\*\*

\* indicates an amended contract

**RESOLUTION #16-16**

**PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM  
BOARD  
REQUESTING APPROVAL FOR THE REMODELING  
AT THE WITC-RICE LAKE CAMPUS**

**WHEREAS**, the Wisconsin Indianhead Technical College Board has heard reports detailing the remodeling plans at the WITC-Rice Lake Campus:

**NOW, THEREFORE, BE IT RESOLVED** that the Wisconsin Indianhead Technical College Board goes on record petitioning the Wisconsin Technical College System Board to allow the district Board to enter into a building project to provide the remodeling at the WITC-Rice Lake Campus.

Adopted and approved this 25<sup>th</sup> day of April 2016.

  
-----  
District Board Vice Chairperson

ATTEST:

  
-----  
District Board Secretary



Resolution No. 16-17

RESOLUTION AUTHORIZING THE ISSUANCE OF \$1,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2016D, OF WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT, WISCONSIN, AND SETTING THE SALE THEREOF

WHEREAS, Wisconsin Indianhead Technical College District, Wisconsin (the "District") is presently in need of \$1,500,000 for the public purposes (the "Public Purpose") of financing building remodeling and improvement projects at the District's campuses; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purposes through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$1,500,000 for the Public Purpose; and be it further

RESOLVED, that:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in an aggregate principal amount not to exceed \$1,500,000 (the "Notes"), the proceeds of which shall be used for the Public Purpose in the amounts authorized for that purpose.

Section 2. Notice to Electors. The District Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of this resolution to be given to the electors of the District by publishing notices thereof in The Ashland Daily Press, the official District newspaper published and having general circulation in the District, which newspaper is found and determined to be likely to give notice to the electors, such notices to be in the forms set forth on Exhibit A hereto.

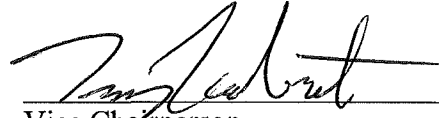
Section 3. Direct Annual Irrepealable Tax. There shall be levied on all the taxable property of the District a direct, annual, irrepealable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof.

Section 4. Sale of Notes. The Notes shall be offered for public sale in accordance with the Official Terms of Offering attached to this resolution. The District Secretary shall cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Secretary may determine and shall cause copies of the Official Terms of Offering and other pertinent data to be forwarded to prospective bidders. At a future meeting in 2016, the District Board shall consider such bids as may have been received and take action thereon.

Section 5. Official Statement. The District Secretary shall cause an Official Statement concerning this issue to be prepared by the District's financial advisor. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and

Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted on April 25, 2016.

  
Vice Chairperson

Attest:

  
Secretary

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Wisconsin Indianhead Technical College  
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on April 25, 2016, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,500,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purposes of financing building remodeling and improvement projects at the District's campuses.

A copy of said Resolution is on file in the Administrative Office, 505 Pine Ridge Drive, Shell Lake, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said Resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)(5), Wis. Stats., requesting a referendum thereon at a special election.

Dated April 25, 2016.

BY ORDER OF THE DISTRICT BOARD

District Secretary

## RESOLUTION NO. 16-18

RESOLUTION AWARDING THE SALE OF  
\$1,500,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2016C

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on March 21, 2016 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2016C (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes in the aggregate principal amount of \$1,500,000.00, all for the public purpose (the "Public Purposes") of financing: (a) \$1,320,000.00 of building remodeling and improvement projects at the District's campuses, and (b) \$180,000.00 for the purchase of moveable equipment at the District's campuses; and

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Daily Press on March 25, 2016 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance the Public Purposes;

WHEREAS, no petition for referendum has been filed with the Secretary and the time to file such a petition will expire on April 25, 2016;

WHEREAS, the District has directed PMA Securities, Inc. ("PMA") to take the steps necessary to sell the Notes authorized by the Authorizing Resolution, assuming that no petition is filed prior to April 25, 2016;

WHEREAS, PMA, in consultation with the officials of the District, prepared Official Bid Form (Open Internet Auction) (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, the "Official Bid Form") setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on April 25, 2016, subject to the petition rights which may cause the issuance to be terminated;

WHEREAS, the Secretary (in consultation with PMA) caused notice of the sale of the Notes to be published and/or announced and caused the Official Bid Form to be distributed to potential bidders offering the Notes for public sale;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Bid Form and is deemed to be the most advantageous to the District. PMA has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1A. Ratification of the Official Bid Form and Offering Materials. The District Board of the District hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Bid Form and any other offering materials prepared and circulated by PMA are hereby ratified and approved in all respects. All actions taken by officers of the District and PMA in connection with the preparation and distribution of the Official Bid Form and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Award of the Notes. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, is hereby accepted. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be retained by the District Treasurer and applied in accordance with the Official Bid Form, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2016C"; shall be issued in the aggregate principal amount of \$1,500,000; shall be dated May 12, 2016; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on October 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2016. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes shall not be subject to optional redemption, except that the Notes maturing on or after October 1, 2025 are subject to redemption prior to maturity, in whole or in part, from and after October 1, 2024 in such manner as the District may elect. If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2015 through

2024 for the payments due in the years 2016 through 2025 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

#### Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for \$1,500,000 General Obligation Promissory Notes, Series 2016C, dated May 12, 2016" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The District Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to

reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the District and disbursed solely for the purposes for which borrowed or for the payment of the principal of and the interest on the Notes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purposes shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate

certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by U.S. Bank National Association, St. Paul, Minnesota, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Fiscal Agency Agreement between the District and the Fiscal Agent shall be substantially in the form attached hereto as Exhibit F and incorporated herein by this reference.

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.



Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the District and on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Official Statement with respect to the Notes and deems the Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Official Statement and any addenda to it or Addendum are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Official Statement and any addenda or Addendum. The Secretary shall cause copies of the Official Statement and any addenda or Addendum to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

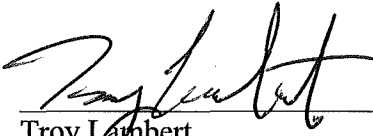
Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

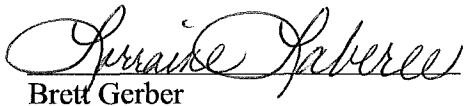
Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

[signature page to follow]

Adopted, approved and recorded April 25, 2016.

  
\_\_\_\_\_  
Troy Lambert  
Vice Chairperson

ATTEST:

  
Brett Gerber  
Secretary

(SEAL)

EXHIBIT A  
Official Bid Form

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT B

Bid Tabulation

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT C

Winning Bid

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT D-1

Pricing Summary

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)



EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA  
STATE OF WISCONSIN DOLLARS  
WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT  
NO. R-\_\_\_ GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2016C \$\_\_\_\_\_

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
October 1, \_\_\_\_\_ % \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
(\$\_\_\_\_\_)

FOR VALUE RECEIVED, Wisconsin Indianhead Technical College District, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable semi-annually on April 1 and October 1 of each year commencing on \_\_\_\_\_ until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by U.S. Bank National Association, St. Paul, Minnesota (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding the semi-annual interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$\_\_\_\_\_, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of \_\_\_\_\_ all as authorized by resolutions of the District Board duly adopted by said governing body at

meetings held on \_\_\_\_\_. Said resolutions are recorded in the official minutes of the District Board for said dates.

**This Note is not subject to optional redemption. OR**

**[The Notes maturing in the years \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ are subject to optional redemption by lot, in integral multiples of \$5,000, as provided in the resolution awarding the sale of the Notes at the redemption price of par plus accrued interest to the date of redemption and without premium.]**

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the District Board as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, upon surrender of this Note together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required


to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.


No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, Wisconsin Indianhead Technical College District, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

WISCONSIN INDIANHEAD TECHNICAL  
COLLEGE DISTRICT, WISCONSIN

By:   
\_\_\_\_\_  
Vice Chairperson

(SEAL)

By:   
\_\_\_\_\_  
Secretary

Date of Authentication: \_\_\_\_\_, \_\_\_\_\_

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolution of Wisconsin Indianhead Technical College District, Wisconsin.

U.S. BANK NATIONAL ASSOCIATION,  
ST. PAUL, MINNESOTA

By \_\_\_\_\_  
Authorized Signatory

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)